

Western District of North Carolina  
Advisory Committee on Local Rules  
Minutes  
October 20, 2005  
10:00 a.m.



In attendance: Chair:  
The Honorable David C. Keesler, United States Magistrate Judge

Judicial Officers:  
The Honorable Graham C. Mullen, Chief U.S. District Judge  
The Honorable Richard L. Voorhees, U.S. District Judge  
The Honorable Robert J. Conrad, Jr., U.S. District Judge  
The Honorable Carl Horn III, U.S. Magistrate Judge  
The Honorable Dennis Howell, U.S. Magistrate Judge

Committee Members:

David K. Davis	Jennifer Youngs
Karen Eady-Williams	Forrest A. Ferrell
Jack M. Knight, Jr.	Bradley R. Kutrow
Lance A. Lawson	Louis L. Lesesne, Jr.
Clifford C. Marshall, Jr.	Valecia M. McDowell
William H. McMillan	D. Christopher Osborn
Michael E. Savage	

Ex Officio Committee Members:  
Frank G. Johns, Clerk, U.S. District Court  
Traci G. Zeller, Law Clerk to Judge Keesler  
Kelly T. Goodrich, Law Clerk to Judge Voorhees

Also Present:  
Terry Leitner, Chief Deputy Clerk, U.S. District Court  
Betsy Wallace, Operations Manager, U.S. District Court

- ◆ Welcoming remarks were made by Chief Judge Mullen, Judge Conrad and Judge Howell.
- ◆ Following opening remarks by Judge Keesler there was an introduction of all committee members and other participants.
- ◆ Frank Johns, Clerk, U.S. District Court, was appointed Secretary to the Committee.
- ◆ Traci Zeller, Law Clerk to Judge Keesler, and Kelly Goodrich, Law Clerk to Judge Voorhees, were added to the Committee as Ex Officio members.
- ◆ Frank Johns conducted a PowerPoint presentation on the background and status of Electronic Case Filing.
- ◆ Following the ECF presentation by Mr. Johns, a general discussion was held on ECF focusing

on the methods of training available for ECF and other practical details.

- ◆ David Davis, Law Clerk to Judge Howell, provided a comprehensive synopsis of the Court's administrative orders pertaining ECF. It was suggested that all Committee members be provided a copy of the Preliminary Draft of the Proposed Amendments to the Federal Rules, recently published by the Administrative Office of the U.S. Courts.
- ◆ Mr. Davis's presentation continued over lunch during which the Committee was joined by Judge Mullen, Judge Conrad, Judge Voorhees and Judge Horn.
- ◆ Traci Zeller, Law Clerk to Judge Keesler, reviewed the statutory authority and rules applicable to the Committee's function.
- ◆ The Committee agreed that an automation person from the Clerk's Staff should be added to the Committee. Mr. Johns will ask Kent Creasy to attend all future meetings.
- ◆ Judge Keesler concluded the meeting by outlining the Committee's tasks:
  - ▶ Enabling rules to accommodate electronic filing
  - ▶ Evaluate and, if needed, revise administrative orders
  - ▶ Review current Local Rules to:
    1. See if they work in the electronic world and eliminate and or tweak them if necessary for ECF
    2. Determine other reasons rules may need to be changed and make proposals as needed.
- ◆ Judge Keesler suggested that he and other courthouse staff recommend a proposed structure for the Committee's work. He will e-mail everyone with details and a proposed date for the next meeting.

Next Meeting: Not yet scheduled.

Submitted this 24<sup>th</sup> day of October.

Frank G. Johns  
Secretary, Local Rules Committee